DOCUMENT RESUME

ED 296 106 CE 050 359

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TITLE	Improving Vocational Guidance and Counseling for Middle School Students by Maintaining a Regional Middle School Resource Center for Southwest Virginia. Final Report. Vocational Guidance and Counseling Project--Exemplary.
INSTITUTION	Roanoke County School Board, Salem, Va.
SPONS AGENCY	Virginia State Dept. of Education, Richmond. Div. of Vocational Education.
PUB DATE	15 May 88
NOTE	14p.
PUB TYPE	Reports - Descriptive (141)
EDRS PRICE	MF01/PC01 Plus Postage.
DESCRIPTORS	Audiovisual Aids; Career Counseling; *Career Guidance; *Education Service Centers; *Instructional Materials; *Occupational Information; Resource Centers; Secondary Education
IDENTIFIERS	Virginia

ABSTRACT

A project continued to improve and update the career resources in the Northside Junior High School Regional Resource Center in Virginia. Purchases included 25 computer programs, 4 sets of printed materials, 15 videotapes, and 28 books. Twelve school systems visited the center. Counselors, teachers, students, and parents evaluated the resources. The Regional Career Center concept proved to be a viable asset to educators across the state. Roanoke County planned to initiate a lending service and to continue supporting the centers at Northside High School and Northside Junior High School. (Appendixes include a list of materials purchased and a budget summary. (YLB)

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FINAL REPORT

IMPROVING VOCATIONAL GUIDANCE AND COUNSELING FOR MIDDLE SCHOOL STUDENTS BY MAINTAINING A REGIONAL MIDDLE SCHOOL RESOURCE CENTER FOR SOUTHWEST VIRGINIA

VOCATIONAL GUIDANCE AND COUNSELING PROJECT - EXEMPLARY

VA-88-I-II3-GC-001

Conducted Under
Vocational Educational Amendments of 1976
Public Law 94-482

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May 15, 1988

CE050359

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NOTE. Pp. 12-14 omitted in document as received by ERIC.

FINAL REPORT

TITLE OF PROJECT: IMPROVING VOCATIONAL GUIDANCE AND COUNSELING FOR MIDDLE SCHOOL STUDENTS BY MAINTAINING A REGIONAL CAREER RESOURCE CENTER FOR SOUTHWEST VIRGINIA

FUNDING PERIOD: July 1, 1987 - June 30, 1988

OBJECTIVES OF PROJECT:

1. To enhance the existing career resources in the career center at Northside Junior High School by purchasing computer programs appropriate for all segments of the middle school population.
2. To make the career center resources available to regional school systems or other visiting school systems for the examination and evaluation of materials, in-service programs and for assistance in program design.
3. To evaluate the computer programs through counselor and student usage and to share the evaluations with interested educators across the state.

PROCEDURES OF IMPLEMENTATION:

1. Purchase computer software appropriate for middle school students and update printed materials.
2. Counselors and students will evaluate the purchases.
3. The new material will be added to the existing resources in the career center at Northside Junior High School.

RESULTS:

Twenty-five computer programs, 4 sets printed materials, 15 video tapes and 28 books were purchased. Twelve school systems visited the center. Evaluation of material is continuing.

EVALUATION:

Objectives of the project were fully met.

CONCLUSION:

Regional Career Center concept has proven to be a viable asset to educators across the state. Roanoke County plans to initiate a lending service and to continue to support the centers at Northside High School and Northside Junior High School.

PROJECT NARRATIVE

PROJECT TITLE: IMPROVING VOCATIONAL GUIDANCE AND COUNSELING FOR MIDDLE SCHOOL STUDENTS BY MAINTAINING A REGIONAL MIDDLE SCHOOL RESOURCE CENTER FOR SOUTHWEST VIRGINIA

STATEMENT OF THE PROBLEM:

Roanoke County School System has had a comprehensive, curriculum-infused career education program since the early seventies. The guidance services personnel have collaborated with the instructional staff (including handicapped and gifted) in developing career education experiences and activities for all students. These activities are currently being incorporated into the Standards of Learning Guidebooks for all subject areas.

Through a number of grants from Career Education and Vocational Guidance Funds, career centers have been operational for a number of years in our four high schools, five junior high schools, the alternative school and at the vocational center. The career centers are an integral part of the guidance and counseling program and they also serve as a resource to all teachers and students. Information about occupations, careers, training opportunities and further education is provided in printed form through an organized access system. Through Vocational Guidance grants in 1984 and 1985, microcomputers were installed in the secondary schools.

The microcomputers proved to be a needed and beneficial addition to the career centers. Students were motivated to use independent self-assessment inventories and to explore job and educational requirements for a greater number of careers than could have been expected had printed resources been the sole reference source. The microcomputer printer provided specific and personal feedback in a

form that the student could use for class reporting, further exploration and for communicating with parents.

In September 1986, the school system, under the auspices of the Roanoke Valley Career Education Consortium, purchased an IBM-XT microcomputer and printer and a comprehensive career information program, DISCOVER, for each career center.

The introduction of the microcomputers also created an interest in the software market for guidance and counseling. Roanoke County Schools sponsored a class, EVALUATION OF GUIDANCE AND COUNSELING SOFTWARE, through University of Virginia for administrators and counselors in the Spring of 1986.

The problem encountered in our program is the selection of computer software. In implementing our vocational grants for 1986 and 1987 the evaluation of suitable software for selected schools evidenced the following problems:

1. the recent proliferation of career software
2. the necessity of ordering for preview on a purchase order
3. the varied quality of program content
4. the lack of user interaction in some programs
5. the length of time to complete some programs
6. errors in textual content of programs and in user manuals
7. program suitability for grade-levels and special populations
8. the amount of counselor time necessary to evaluate and student test the programs
9. limited budget for purchasing new material.

From participation in the presentations at the Project Directors meetings 1986 and 1987, and from discussions with educators from various school districts the writer feels the problem is shared throughout the Commonwealth.

To help alleviate the problem, Roanoke County Schools received a grant in 1986-87 to establish a regional middle school career resource center at Northside Junior High School.

The regional center would house a number of career resource materials including a large selection of appropriate software, for previewing by interested educators in southwestern Virginia. The center would provide an expedient, efficient, and time-saving method of selecting the most accurate and applicable information necessary for students to make informed career decisions and curriculum choices.

As a result of the grant a number of computer programs were purchased and the evaluation of the programs is continuing. Four inservice programs for counselors have been held and vocational instructors are currently involved in examining the possibilities for infusing the new material into the classroom.

In the six weeks, after the availability of the center was announced, one school system sent personnel to visit, two school systems called for information. Several workshop programs were held in the regional centers as part of the State Career Education Conference in August 1987.

Our proposal was to continue improving and updating the resources in the Northside Junior High School Regional Resource Center. Funds from the grant would purchase additional materials - software and printed material. Counselors, teachers, students and parents would evaluate the resources.

PROJECT OBJECTIVES:

Objective 1 - To enhance the existing career resources in the career center at Northside Junior High School by purchasing computer programs and printed materials appropriate for all segments of the middle school population.

Objective 2 - To make the career center resources available to regional school systems or other visiting school systems for the examination and evaluation of materials, inservice programs and for assistance in program design.

Objective 3 - To evaluate the computer programs through counselor and student usage and to share the evaluations with interested educators across the state.

PROCEDURES OF IMPLEMENTATION:

1. Project Design -

Step 1. Purchase computer software and other career related material for middle school students in the following areas with attention to selections for special needs and gifted and talented.
   a. Career information
   b. Self-assessment
   c. Curriculum planning
   d. Time management
   e. Study skills
   f. Vocational planning
   g. College planning

Step 2. Throughout the school year 1987-88 counselors will evaluate the programs through Career Counseling meetings, inservice meetings and inschool activities. Students using the programs will also give an evaluation. Locally prepared evaluation forms will be designed.

Step 3. The computer programs will be added to the existing resources in the career center at Northside Junior High School. A descriptive brochure of the resources and services available in the career center will be sent to guidance personnel in the Region Study Group No. VI.

Step 4. Counselors, career center assistants and administrators at Northside Junior High School will meet to plan for scheduling and managing the Regional Career Resource Center.

Step 5. The data will be compiled and distributed at the Project Directors Meeting and will also be available to users of the Regional Career Resource Center.

Ste 6. School systems across the State will be made aware of the service through the Project Directors Meeting.

RESULTS:

Twenty-five computer programs, 4 sets of printed materials, 15 video tapes, and 28 books were purchased for a total of $6693.99. (See list - Appendix A)

All of the material has been evaluated by the project evaluator. The material is being circulated among secondary schools for counselor, teacher and student evaluation. In June the materials will be housed at Northside Junior High School Career Center.

Two inservice meetings have been held to familiarize Roanoke County Counselors with a portion of the resource materials.

Two additional inservice workshops have been scheduled for this summer so that counselors can complete the review of materials.

In August, approximately 20 Career Education Conference participants visited the Northside High School Career Resource Center and another group of 20 or so visited the center at Northside Junior High School. Additionally other participants previewed newly purchased computer programs.

Throughout this school year, 12 school systems have sent representatives to visit the Career Resource Center at Northside Junior High School.

Since vocational guidance funds will not be available to school systems for the next two years and consequently, the funds for traveling to the Regional Career Centers unavailable, Roanoke County will offer a lending-service for certain career resources.

At the Project Directors Meeting, participants were invited to borrow for preview or use, any computer program or video for a period of two weeks. Return postage and the observance of copywrite laws are the only obligations of the borrower. (See order from Appendix B)

EVALUATION:

The results of the project fully meet the objectives of the proposal. The plan to lend resources to other school systems will help to maintain the concept of

the Regional Career Centers until such time school systems can, again, afford to visit the sites.

CONCLUSION:

The usage of the Regional Career Centers at Northside Junior High School and Northside Senior High School for the past two years indicates the need for regional centers and the willingness of educators to utilize them. Roanoke County is committed to supporting and maintaining the centers to the fullest extent allowed by our local budget.

A P P E N D I C E S

APPENDIX A

Materials Purchased for Regional Career Center

I Computer Programs:

Print Shop
Graphics Library 1 & 2
Please Understand Me
OOOC (Occupational Outlook on Computer)
Vocational Biography - Computer Program
Skills of the Future
Career Planning System (Short)
Job Attitudes
Bank Street Writer
Learning Activity Packets (Set of 15)

II Video Tapes:

How to Study
Setting Ed/Voc Goals
Why Stay in School
Liking Me : Building Self-Esteem
Me Power : Building Self-Confidence
Self Awareness Curriculum Series (5)
Who Am I? Look at Self-Concept
Self-Image & Your Career
Your College Interview
Careers and Values
Persuasive Speaking

III Printed Materials:

Encyclopedia of Careers
Occupation Outlook Handbook
Voc Biographies (Computer Combination)
Software Reports
The Five-Minute Interview
The Resume' Kit
Don't Use a Resume'
Climbing the Corporate Matterhorn
The Resume' Guide
Better Letters
Revising Your Resume'
Creative Careers
Resumes that Work
Who's Hiring Who
The Headhunter Strategy
Getting Noticed
Resume' Writing
How to Sell Yourself
Janus Job Planner
The Right Place at the Right Time
Bear's Guide to Non-Traditional College Degrees
The Berkeley Guide to Employment
Communicating
Starting on a Shoestring
New Image for Women
New Image for Men
Semi-Skilled Careers Kit
Vocational Readers
Career Search and Special Education Packet
College Comes Sooner Than You Think
Complete Guide to Public Employment
International Careers

CAREER RESOURCE MATERIAL ORDER FORM

APPENDIX B

TO: BARBARA D. PAGE
A. R. BURTON VO-TECH
1760 BOULEVARD
SALEM, VA 24018

TELEPHONE: (703) 345-3003

I would like to examine the following career resource materials:

I would like to receive the material on _____ (date).

I understand that the material can be borrowed for a period of two weeks and that I will pay the return postage.

NAME _____

TITLE _____

SCHOOL _____

ADDRESS _____

_____

TELEPHONE _____

BUDGET SUMMARY

		Budget Request from State	Expenditures to Date	Local Contribution
Salaries Project Director On-site Director Career Assistant		$ 000.00	$ 10,591.60	$ 10,591.60
	Subtotal	$ 000.00	$ 10,591.60	$ 10,591.60
Contractual Services		000.00	000.00	000.00
	Subtotal	$ 000.00	$ 000.00	$ 000.00
Equipment and Supplies				
Equipment		000.00	5,291.10	5,291.10
Software and Materials Purchased		6,693.99	19,618.39	12,924.40
	Subtotal	$ 6,693.99	$ 24,909.49	$ 18,215.50
Travel		216.60	216.60	000.00
	Subtotal	$ 216.60	$ 216.60	$ 000.00
Other Related Expenses		000.00	000.00	000.00
	Subtotal	$ 000.00	$ 000.00	$ 000.00
	TOTAL	$ 6,910.59	$ 35,717.69	$ 28,807.10

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